



December 2, 2011

**IFYI HIGHLIGHTS**

- Contact Center Feedback
- Important Upcoming Dates
- Greensboro Audit Committee Annual Report
- Grants Report

TO: Mayor and Members of Council  
FROM: Rashad M. Young, City Manager *DR*  
SUBJECT: Items for Your Information

**Contact Center Feedback**

Attached are the weekly reports generated by our Contact Center for the weeks of November 14, 2011 – November 20, 2011 and November 21, 2011 – November 27, 2011.

**Important Upcoming Dates:**

Attached is a memorandum from Assistant City Manager Denise Turner Roth, dated December 2, 2011, providing details on the following dates:

- December 8: Meeting to review procedures and parliamentary rules.
- December 9: Briefings on the Water and Sewer Fund meeting with the County.
- January 27: City Council Retreat

**Greensboro Audit Committee Annual Report**

Attached is a memorandum from Mayor William H. Knight, dated November 29, 2011, providing the 2011 annual report on the City of Greensboro's Audit Committee.

**Grants Report**

Attached is an updated list of grants for which the City intends to apply that do not require a match. Under the policy adopted by City Council, grants that do not require a match are not required to receive formal Council action.

RMY/mm  
Attachments

cc: Office of the City Manager  
Council-Elect  
Global Media



December 2, 2011

**TO:** Mayor and Members of Council

**FROM:** Denise Turner Roth, Assistant City Manager

**SUBJECT:** Important Upcoming Dates

Below are upcoming dates that I wanted to make sure you had on your calendar.

- Procedure and Parliamentary Rules Briefing: The legal department will conduct a review of meeting procedures and parliamentary rules on December 8, 2011, in the Plaza Level Conference Room, at 2:30 pm.
- Water & Sewer Fund Briefing: Next Friday, December 9<sup>th</sup>, I would like to schedule three Small Group meetings to brief Council on the upcoming meeting with Guilford County regarding the Water and Sewer Fund, which is scheduled for December 13<sup>th</sup>. City staff, as well as Mayor Perkins, Councilmember Johnson, and Councilmember Vaughan plan to attend the meeting with the County. The attending Members are scheduled to come for a meeting at 2:00pm on December 9<sup>th</sup>. Per the small group policy, up to four Members of Council can be in a meeting together. To accommodate all Members, we are holding two additional meetings on Friday, December 9<sup>th</sup>, at 3:15 pm and 4:15 pm for the remaining Members. Please give Mary McCollough (373-2002) a call to arrange which time works best for you.
- City Council Retreat: After speaking with Mayor-Elect Perkins, we have set a date for the City Council Retreat. The Retreat will be January 27, 2012 from 8:30 am to 5:00 pm. The location and draft agenda will be provided to you in upcoming weeks.

If you have any questions or concerns, please let me know.

DTR/mm

cc: Councilmembers-elect  
Office of the City Manager  
Global Media

**Public Affairs**  
**Contact Center Weekly Report**  
**Week of 11/14/11 - 11/20/11**

**Contact Center**

4413 calls answered this week

**Top 5 calls by area**

Water Resources

Balance Inquiry – 986  
New Sign up – 178  
Cutoff Requests – 124  
General Info – 120  
Bill Extension – 90

Field Operations

Loose Leaf Collection – 269  
Bulk Guidelines – 101  
HHW/Transfer – 70  
Dead Animal – 44  
No Service/Garbage – 42

All others

Police/Watch Operations – 226  
Courts/Sheriff – 66  
Police Records – 60  
GTA – 30  
Planning & Community Dev. – 25

**Comments**

We received a total of **5** comments this week:

**Field Operations – 4 comments:**

- Caller said that we need to look into getting more people to help with leaf collection. He does not understand why we cannot give residents an exact time frame for when we will pick up leaves. He said the leaves are already blowing into the street. He also is concerned about the leaves killing his grass.
- Customer would like to say that even in the rain the leaf crew backed up and collected all her leaves. They did a great job even in the bad weather conditions. She wants to commend them.
- Caller would like to compliment leaf crew for doing an excellent job.
- Caller would like to compliment the leaf crew. The area was cleaned up very well.

**Parks and Recreation – 1 comment:**

- I just don't see how second hand smoke is going to affect people outside. I really think they are going too far with these laws. If it is passed, I'll just go somewhere else to shop and do outdoor activities other than Greensboro.

**Overall**

Calls about the loose-leaf collection schedule continued to increase while calls about dead animals remained steady last week. Otherwise, we received the normal mix of calls.

**Public Affairs  
Contact Center Weekly Report  
Week of 11/21/11 -11/27/11**

**Contact Center**

4242 calls answered this week

**Top 5 calls by area**

**Water Resources**

Balance Inquiry – 656  
Bill Extension – 144  
General Info – 114  
New Sign up – 101  
Cutoff Requests – 83

**Field Operations**

Loose Leaf Collection – 227  
Holiday Schedule – 182  
Landfill/HHW/Transfer – 104  
Bulk Guidelines – 59  
No Service/Garbage – 37

**All others**

Police/Watch Operations – 190  
Courts – 44  
Police Records – 36  
Privilege License – 21  
Guilford Metro – 17

**Comments**

We received a total of 2 comments this week:

**Field Operations – 2 comments:**

- On Kensington Rd., caller wanted to thank the leaf crew for their hard work and for doing such a great job.
- To the men who pick up yard waste on my street. I have had a large pile of branches and bushes sitting near the curb for more than two weeks. All I could do was slowly cut up the pile and put the clippings into plastic cans; it was taking forever. This past Tuesday, your workers not only emptied the cans, but scooped up the remainder of the pile with a pitch fork, thus saving me many hours of breaking it down. Many thanks and happy holidays to your conscientious staff!

**Overall**

Calls about the loose leaf collection schedule remained steady while calls about the Solid Waste collection schedule for the Thanksgiving holiday increased last week. Although the city was closed on Thursday and Friday due to Thanksgiving, call volume remained busy last week.

Mayor's Office  
City of Greensboro



November 29, 2011

**TO:** Members of City Council

**FROM:** Mayor William H. Knight

**SUBJECT:** Annual Report of the City of Greensboro's Audit Committee

In compliance with the charter and by-laws of the Greensboro Audit Committee (Committee), the minutes of the regularly scheduled meetings of the Committee and a summary thereof, is attached for your review and consideration. This the first annual report of the Committee which was established by City Council on October 19, 2010. The Committee was established to assist the City Council in fulfilling its financial and fiduciary responsibilities, including (1) the selection of an independent auditor to conduct an annual audit of the City's financial statements in accordance with generally accepted auditing standards and to express an opinion on them, and (2) to provide an open line of communication among the City Council, city management, internal audit, the independent outside auditors and the public.

The Committee has successfully fulfilled its obligation to the City Council and believes it has established a framework that enhances the credibility of financial reporting, the independence of the external auditors, and increases the reliability of financial reporting while overseeing the work of the independent auditor.

The audit committee is a hallmark of astute financial oversight, as evidenced by cities and counties nationwide that utilize its obvious benefits. Financial transgressions are afforded a far less likelihood of success when a vigorous audit committee is in place. Greensboro's citizens and taxpayers, and City Council will have the added assurance of strict financial governance with a strong audit committee influence. It is strongly recommended that the Greensboro City Council support and continue with its Audit Committee.

Respectfully submitted,

William H. Knight,  
Chairman -- Greensboro Audit Committee

**Attachments:**

**Greensboro Audit Committee Summary, 2011**

**Audit Committee Minutes**

**Charter of Greensboro Audit Committee**

**By-Laws of Greensboro Audit Committee**

# Greensboro Audit Committee Summary | 2011

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The Audit Committee ("Committee") for the City of Greensboro was established by resolution on October 19<sup>th</sup>, 2010 by City Council. The Committee consists of seven members: (3) council members (Mayor William Knight- Chairperson, Zack Matheny – Vice Chairperson, and Robbie Perkins), one outside member (Art Winstead, CPA), the City Manager (Rashad Young), the Internal Audit Director (Len Lucas) and the Finance Director (Rick Lusk). Listed below is a summary of significant accomplishments for the first year which consisted of four quarterly meetings, held in January, April, July, & October 2011.

- ✓ Charter and By-Laws were formulated and adopted by the Committee
- ✓ Best practices and functionality of effective audit committees in other jurisdictions were discussed and used as a model for Greensboro's Committee work
- ✓ Approved extension of the external audit contract with independent auditors, Cherry, Bekaert & Holland (CBH) for one year, for fiscal year ending June 30, 2011 financial statements
- ✓ CBH reported to the Committee at three of the four meetings, discussing results of the FY2010 audit, planning for the FY2011 audit and providing an audit progress report as of October 26, 2011
- ✓ New governmental accounting standards and new required audit communications were discussed with the Committee by CBH and City staff
- ✓ Two financial policies were recommend to City Council for adoption, to comply with new accounting standards, regarding:
  - Fund Balance classification and revenue spending order (i.e., bond proceeds first, grant revenue second, local revenues next, etc.)
  - Restriction of Cemetery revenues to cemetery operations
- ✓ The Internal Audit function, program of work and quarterly reports/findings were presented to and discussed by the Committee
- ✓ Committee members requested that external board and commission chairpersons be requested to brief City Council annually with summary financial/operational reports to facilitate City Council's oversight role
- ✓ Greensboro ABC Board representatives explained changes in state law regarding alcoholic beverage sales and briefed Committee members on other enforcement matters, along with presenting the ABC Board's annual budget

## Greensboro Audit Committee Summary | 2011

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- ✓ Committee received the City's quarterly General Fund financial reports, comparing budget to actual results and discussed significant financial trends
- ✓ Recognized the Finance Department staff for receiving the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting for the City's 2010 Comprehensive Annual Financial Report



**CHARTER**  
**OF**  
**GREENSBORO AUDIT COMMITTEE**

**COMMITTEE PURPOSE**

An audit committee enhances the credibility of financial reporting, the independence of external auditors, and increases the reliability of financial reporting while overseeing the work of the external auditor. The Audit Committee of the City of Greensboro has been established to assist the City Council in fulfilling its financial and fiduciary responsibilities and will adhere to practices for an audit committee enumerated by the Government Finance Officers Association. In fulfilling that purpose, the Audit Committee shall:

- Review financial information provided by others
- Review the systems of internal controls established by the City Council and city management
- Review the audit process including the Comprehensive Annual Financial Report(CAFR)
- Ensure the City establishes and maintains effective internal control systems for accounting, financial reporting, and legal compliance matters
- Responsible for the appointment, compensation, retention, continued independence, and oversight of the work of the City's independent auditors
- Evaluate the performance of the external auditors
- Provide an open line of communication among the City Council, city management, internal audit and the independent outside auditors, the public, and report directly to the City Council
- Review of Internal Audit Workplan

**COMMITTEE MEMBERSHIP**

The Audit Committee shall be comprised of seven members: three City Council members, one outside member, the City Manager, the Internal Audit Director, and the Finance & Administrative Services Director.

## COMMITTEE AUTHORITIES AND RESPONSIBILITIES

The Audit Committee shall have the authority and responsibilities listed below. In addition, the Audit Committee, in its capacity as a committee, shall be directly responsible for the appointment and oversight of the work of the City's independent auditors (including resolution of disagreements between management and the independent auditors regarding financial reporting) for the purpose of preparing or issuing an audit report or performing other audit, review or attest services for the City.

The Audit Committee, to the extent it deems necessary or appropriate, shall:

### General Responsibilities

1. Review and reassess the adequacy of this Charter at least every two years, with any revisions submitted to the City Council for approval. This Charter shall be made available on the City's website.
2. Submit an Annual Report of Audit Committee actions and recommendations to the City Council.
3. Monitor compliance with the City code of conduct and regulatory requirements, and review and assess conflicts of interest and related-party transactions.
4. Provide an avenue of communication among the City Council, city management, internal audit, and the independent auditors.
5. Review financial information relevant to the purpose of the Committee.

### Internal Control Systems

1. Assess the adequacy and effectiveness of internal controls over the financial and accounting and reporting systems.
2. Determine whether the City's policies, procedures, and practices are periodically reviewed for effectiveness.
3. Oversee the investigation and disposition of any suspected cases of fraud or irregularity.
4. Ensure that appropriate actions are taken to strengthen the City's administrative or financial practices, where necessary.

### Financial Reporting Processes

1. Periodically evaluate the adequacy and integrity of the City's financial reporting process.
2. Monitor the integrity and quality of the City's annual and interim financial statements.
3. Identify and evaluate significant judgments and estimates used by management in the financial reporting process.
4. Evaluate and recommend significant changes in the City's financial accounting principles and practices.

5. Review the impact of major changes in financial accounting and reporting laws, regulations, and standards on the City's financial policies, procedures, and practices.

*Independent Auditors*

1. Selection of the independent auditors.
2. Review the performance of the independent auditors, including the adequacy of scope and audit plan.
3. Continually evaluate the independence of the independent auditors.
4. Determine whether appropriate actions are taken by management to evaluate and resolve any recommendations of the independent auditors.
5. Review the City's CAFR, management letter and management's response. Forward findings to the City Council.

**BY-LAWS**  
**OF**  
**GREENSBORO AUDIT COMMITTEE**

**ARTICLE I.**  
**MEMBERS**

**Section 1. Members.** The Committee shall be comprised of seven members; three (3) City Council members, one outside member, the City Manager, the Internal Audit Director, and the Financial & Administrative Services Director.

**Section 2. Appointment.** The City Council will appoint the three (3) council members who are the Committee's only voting members.

**Section 3. Outside Member.** The outside member will be appointed by City Council, will not vote, and shall serve a two (2) year term. The outside member should be sufficiently knowledgeable of financial reporting, accounting, and auditing as determined by the City Council and will be subject to the rules governing appointment to the City of Greensboro commissions.

**ARTICLE II.**  
**OFFICERS**

**Section 1. Number, Term and Qualifications.** The number of officers shall be two (2), a Chairperson and Vice Chairperson. Each officer shall hold office until his death, resignation, retirement, removal, disqualification, or his successor shall have been appointed and qualified.

**Section 2. Appointment of the Officers.** The Chairperson of the Committee shall be appointed by the City Council. The Vice Chairperson shall be appointed by the Committee.

**Section 3. Removal.** Any officer may be removed at any time with or without cause by the City Council.

**Section 4. Vacancies.** Any vacancy occurring on the Committee to be filled by any reason including removal or due to an increase in the number of officers shall be filled by the City Council. An officer appointed to fill a vacancy shall be appointed for the unexpired term of his predecessor in office.

**Section 5. Chairperson.** The Chairperson shall preside at all meetings of the Committee and perform such other duties as may be directed by the committee.

**Section 6. Vice Chairperson.** The Vice Chairperson shall serve as the Chairperson in the absence of the Chairperson.

**Section 7. Compensation.** The officers shall serve without compensation for their services.

### **ARTICLE III.**

#### **MEETINGS**

**Section 1. Regular Meetings.** A regular meeting of the Committee shall be held quarterly on the fourth Thursdays during the months of January, April, July, and October at a time to be designated by the Committee. All meetings will be open to the public, to the extent required by North Carolina General Statute 143-318.10.

**Section 2. Minutes.** The Deputy City Clerk will keep minutes of each meeting and offer them for Committee approval as the first item on the subsequent meeting agenda. The minutes should be distributed to Committee members in draft form within a reasonable time after the meeting and in advance of the subsequent meeting. The approved minutes will be forward to the entire City Council.

**Section 3. Advance Information.** The Chairperson shall approve an agenda in advance of each meeting. The Committee may request any employee of the City or the independent auditors to attend a meeting of the Committee. All members will receive five (5) days written notice of any cancelations or changes in the regular meeting time or date or if the location of the meeting is changed.

**Section 4. Special Meetings.** Special meetings may be called by the Chairperson, or the Vice Chairperson in the absence of the Chairperson, as deemed necessary or desirable. Five (5) days written notice of all special meetings shall be given to the members. Such notice shall state the time, place, and purpose of the meeting.

**Section 5. Notice of Regular and Special Meetings.** Notice of meetings shall be given at least 48 hours advance in accordance with North Carolina General Statute 143-318.12.

**Section 6. Quorum.** Two (2) City Council members shall constitute a quorum. If there are less than two (2), the meeting can take place but no official action can take place.

**Section 7. Attendance.** If a member is unable to attend a regularly scheduled meeting, the member shall notify the Secretary of the City Clerk prior to the time of the meeting. The Deputy City Clerk will record such absences as excused. Any other absence is unexcused. Two (2) consecutive unexcused absences shall result in a conversation with the Chairperson to discuss the member's involvement with the Committee. Any unexcused absence afterwards shall be brought to the attention of the City Council so it may take whatever action it deems necessary.

MINUTES OF THE AUDIT COMMITTEE  
CITY OF GREENSBORO  
28 JANUARY 2011  
3:00 – 5:00 PM

The Audit Committee met at 3 p.m. on the above date in the Plaza Level Conference Room of the Melvin Municipal Office Building with the following individuals present: Mayor William H. Knight and Councilmember Zachery Matheny and Robert V. Perkins. Also present were City Manager Rashad Young, Finance Director Rick Lusk, Deputy Finance Director Marlene Druga, Internal Audit Director Len Lucas, Deputy Manager Bob Morgan, Assistant to the City Manager Nelsie Smith, CBH (Cherry, Bekaert & Holland) Audit Partner Eddie Burke, public member Art Winstead and Deputy City Clerk Diana Schreiber.

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Introductions of committee members; total of seven: three councilmembers, including the Mayor, and four additional members.

Referenced Attachments

Agenda, dated 1/28/11  
City of Greensboro; Comprehensive Annual Financial Report (CAFR)  
Executive Summary – Audit Report, dated June 30, 2010  
City Council Work Session General Fund Summary, dated 1/25/11

Nominations

The following nominations would be approved by the full Council at a regular meeting:

Chairperson: Mayor Knight  
Vice Chairperson: Zack Matheny

CBH Auditor Eddie Burke spoke to the 2009-10 CAFR and presented the Executive Summary.

Purpose/Scope

Discussion included the Committee's scope/mission would be primarily oversight and to foster communication between management/council/auditor. The Audit Committee would meet, lay out process, and identify areas for input; seek to enhance transparency; expect to send out RFPs for auditor services on a cyclical basis; establish fraud/waste/abuse hotline of which the information would be evaluated by the Committee; plan to meet three times/year with external auditor prior to, during and at conclusion of audit; plan to issue an annual report to Council detailing scope of activities to be included in CAFR; seek the ability to go into executive session; allow for external input; represent a pipeline for information to Council from component entities (ABC Board); and serve to enhance internal controls.

It was requested that the auditors' findings be presented before the entire Council on annual basis.

Presentation Topics-CBH

Deliverables  
Overall Audit  
Financial Statements  
Compliance Reporting  
Required Communication Letter SAS 114  
Future Reporting and (new) Audit Standards GASB 51 & 53

Conclusion: Auditors issued an unqualified (clean) opinion which is the highest level of assurance of the Financial Statements.

#### Financial Overview

Total Assets	\$ 1.5B
Total Liabilities	\$ 590M
Net Assets	\$897M
Total Long-Term Debt	\$538M
(Including outstanding bonds, COPS, Capital Leases, other Loans)	

#### Statement of Activities

Total Revenues	\$407M
Total Expenses	\$383M
Change in Net Assets	\$ 24M
Special Retirement System: Law Enforcement (fully funded, annually; no liability)	
Retiree Health Insurance (fully funded, annually; no liability)	
Total Government Fund Balances	\$115M
Undesignated Fund Balance – General Fund	\$22.9M (in accordance with city policy)
Proprietary Funds current ratio: 2.52 (good ratio)	
Overall change in net assets in proprietary funds:	\$20.7M

#### Compliance

City received an unqualified opinion; one non-material, non-compliance item was noted consisting of local sources not being appropriated for matching requirements for libraries.

#### Reporting

Required communication to the Governing Body on annual basis.  
Disclose accounting policies and estimates used to prepare financial statements.  
If problems or adjusting journal entries were required, auditor would explain. There were none.

#### Other Matters

Future reporting/auditing standards.  
Encouraged committee members to read Auditor's letter; letter contained nothing of concern.

#### Accounting Regulations

GASB (Governmental Accounting Standards Board) Statement 54, effective next year, will impact city.  
SAS 118-119-120 will have no impact on city (already being done).

Finance Director Lusk recommended that the next meeting the Audit Committee members would establish the charter/bylaws; a draft would be provided to Audit Committee members who would have 6-8 weeks to review; and the finalized charter/bylaws would be presented to the full Council for approval. Additional discussion focused on determining Fund Balance figures.

Deputy Finance Director Druga distributed the SAS 114 Letter; stated that the auditor did not issue a management letter or SAS 115 letter for the current year audit; presented the 2010-11 Accounting Changes (materials disseminated to committee members); and stated that the new fund balance model included five categories: non-spendables (inventories/prepaid expenditures), funds restricted by state statutes, etc., committed (designated by formal board action), assigned (designated by management) and unassigned funds. No changes were made to the asset/liability sections; changes only in the fund balance sections which included the following (former designation>> new model designation):

Reserved by state statute and reserved by encumbrances >> Restricted  
Reserved for Inventories>> Nonspendables, Inventories  
Reserved for Capital Projects >> Per Fund Balance Policy – Remainder for Capital Projects  
Unreserved, reported as designated for Subsequent Year's Expenditures>> Assigned, appropriated for Subsequent Year's Expenditures  
Unreserved, reported as Designated for Household Hazardous Waste Program>> Assigned, Household Hazardous Waste Program  
Undesignated (9% Fund Balance Policy)>> Unassigned, Per 9% Fund Balance Policy

The minimum fund balance percentage was taken from a City Council resolution. The City's General Fund undesignated fund balance requirement was set at 9% of the subsequent year's General Fund budget. Any amount accumulated beyond the 9% requirement would be assigned to a reserve for capital projects until a \$10 million balance was accumulated, before any withdrawals were made. In addition, each year the estimated savings realized from unexpended appropriations in the General Fund would be evaluated with respect to appropriation in the following year's revenue budget as "Appropriated Fund Balance" to assist in financing that year's budget. Municipal bond rating agencies favored a high level of funds in the undesignated (unassigned) fund balance category as one indicator of the credit worthiness of a bond issuer. The highest credit rating (AAA) was currently assigned to the City, which equated to lower amounts of interest that must be paid to bondholders. The Local Government Commission's guideline was to hold a minimum of 8% of expenditures for working capital and additional amounts for unforeseen emergencies and opportunities. Charts were displayed that showed Greensboro's historical undesignated fund balances and comparisons to other similar governmental units. A role of the Audit Committee could be to propose modifications in the fund balance restricted, assigned and unassigned categories.

The new fund balance model, as set out by GASB Statement No. 54, would require the City's current General Fund "Undesignated" fund balance to be reported in the new "Unassigned" fund balance component, absent any changes to the current fund balance policy. There were different approaches to the current fund balance policy (that could be considered) which would then establish the fund balance categories; the categories would be reported in the financial statements. The new GASB statement required staff to change the ordinance regarding the Cemetery Fund to restrict funds for cemetery maintenance and operations.

Director of Internal Audit Len Lucas presented the quarterly Internal Audit progress report by category; the department reviews included ensuring compliance with federal-state grant regulations; and discussed the procurement card policy.

Mr. Burke departed the meeting at 4:18 p.m.

Finance Director Lusk spoke to the annual audit fee summary which listed the fees charged to municipalities for annual auditing services; staff regularly prepared backup materials for auditors which resulted in keeping costs down; 2009 & 2010 fee was \$71,050 each year, with the same fee being proposed for 2011; due to stimulus grant review and major regulatory changes in governmental accounting, it was recommended that CBH contract be extended for one more year; CBH's reputation was that it handled the Big Ten (five largest municipalities and counties in NC).

MOTION: Councilmember Matheny made a motion to accept the year continuance. The motion was seconded by Councilmember Perkins; the motion was adopted by voice vote of the committee. With respect to transparency, it was the consensus of the Audit Committee to place the item on the consent agenda of an upcoming regular meeting of Council.

City Manager Young stated that auditors would set the work plan for where to conduct audits in the organization.

The six-month Revenue and Expenditure Update was not reviewed at the Audit Committee meeting since the report had been presented to City Council at the 25 January 25 Work Session.

Changes in state law would impact ABC Board operations. Mayor Knight requested that Mr. Lusk meet with the chief financial officer on the ABC Board on a regular basis; stated that the committee would act as a conduit between the ABC Board and Council; and it was stated that the ABC Board was currently interviewing for a new General Manager.

#### Other Business

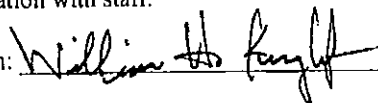
Proposed quarterly meetings: Jan- April- July- October, 4<sup>th</sup> Thursdays, 3 p.m. – 5 p.m.

Next meeting: April 28<sup>th</sup> @ 3 p.m. Location: Legislative Conference Room, 2<sup>nd</sup> Floor, MMOB

Send recommendations for agenda items to Audit Committee Chairman by April 19<sup>th</sup>, 2011.

Chairman will coordinate agenda formulation with staff.

Reviewed by Audit Committee Chairman:



Date: 4-25-11



MINUTES OF THE AUDIT COMMITTEE  
OF THE  
CITY OF GREENSBORO

QUARTERLY MEETING

28 APRIL 2011

The Audit Committee of the City of Greensboro met at 3:00 p.m. on the above date in the Legislative Conference Room of the Melvin Municipal Office Building, Second Floor, with the following members present: Mayor and Chairman William Knight, Councilmember Robbie Perkins, Finance Director Rick Lusk, Director of Internal Audit Len Lucas, public member Art Winstead. Absent: Councilmember Zack Matheny and City Manager Rashad Young. Also present were Deputy Finance Director Marlene Druga, Assistant to the Finance Director Jerome Fletcher and Deputy City Clerk Diana Schreiber.

Mayor Knight recognized the following visitors and expressed appreciation for their attendance: ABC Board Chairman Skip Warren, Attorney Mike Fox, ABC General Manager Fred McCormick, ABC Commission Chairman Jonathan Williams, ABC Commission Auditor Laurie Lee, and representative from Cherry-Bekaert and Holland LLP., Ms. Tara Edwards.

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Mayor Knight introduced Jonathan Williams, Chairman of the North Carolina Alcoholic Beverage Control Commission.

Mr. Williams spoke to the relationship between the ABC Commission, the ABC Board and local government in respect to public health, safety and regulations; explained the background and current status of the *Last Call Initiative* which authorized the State to pull an ABC permit when a facility posed a risk to public safety; stated that four permits had been pulled in Greensboro; elaborated on the extent that local law enforcement could manage ABC violations; stated that the City could contract with ABC Commission to allow its officers to enter premises allowing for regulatory compliance searches; and reiterated the importance of monitoring alcohol permitted establishments to ensure public safety.

Mr. Williams spoke to the Law Enforcement Report; stated that the report was available by municipality on a monthly basis and included ABC Law violations/Controlled-Substance Violations/Other Offenses/Alcohol Education/ Agencies Assisted/Miscellaneous (includes inspections, violations submitted, compliance checks and training hours); and referred to the Website: [www.abc.nc.gov/boards/law\\_enforcement\\_reporting.aspx](http://www.abc.nc.gov/boards/law_enforcement_reporting.aspx).

(A copy of the Law Enforcement Report is filed and is hereby referred to and made a part of these minutes.)

Additional discussion included the interface between local and state law enforcement of ABC compliance monitoring; stated that Chief Miller and Assistant City Manager Mike Speedling were contact persons; spoke to the regulatory process and costs; and highlighted criminal activities often involving gang affiliations, rivals, shootouts and fatalities.

Councilmember Perkins expressed concerns about the perceived lack of cooperation between ALE and local police enforcement; stated there have been several shootings in Downtown Greensboro; that Council was in process of devising an entertainment ordinance; and stated there had been pushback by the local District Attorney's Office which favored instituting the Nuisance Abatement procedure.

Mr. Williams spoke to coordination between local and state law enforcement; that local officers were required to investigate calls and document incidents; and stated that lethal violence at facilities led to closure.

Councilmember Perkins inquired if Council needed to devise a new ordinance (entertainment licensing) or enforce what they had by wrapping PD and ALE together as one team. Mr. Williams stated that the ABC Commission was supportive of building a bridge between ALE and local law enforcement; spoke to the permitting process which required local government input; and stated that if the City objected to an applicant, the ABC Commission would contact the City for background history/documents and would not issue the permit until issues were resolved.

Councilmember Perkin spoke to the concerns regarding Downtown Greensboro at closing time where thousands of patrons flowed out of bars into Elm Street with limited police officers on duty; and questioned the wisdom of continuing to permit additional establishments due after reaching a saturation point.

Mr. Williams spoke to higher incidents of violence during summer months induced by alcohol consumption; spoke to ways to mitigate underage drinking and alcohol sales with the *Guilford Cares* program; spoke to ABC Board financial practices relevant to operating budgets versus cash-in-drawer; and stated that local ABC Boards were required to be audited once a year.

Discussion focused on local oversight responsibilities of the ABC Board. Mr. Williams stated that the City Council had the authority to decide compensation, travel expenses and authorize the policy; that ABC Board members were required to take ethics training; and that ABC statutes rested the operating authority and management onto the local ABC Board. It was suggested that the ABC Board provide quarterly updates to Council; that organizational level decisions, such as mergers or establishing new locations, be open to Council oversight.

Laurie Lee, Auditor, spoke to reporting practices; and provided handouts.

(A copy of the NC ABC 2010 Annual Report and a copy of the NC Laws and Regulations, A Guide for ABC Board Members are hereby referred to and made a part of these minutes.)

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ABC Commission representatives departed the Legislative Conference Room at 4 p.m.

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Mr. Skip Warren spoke to the history behind merger talks between High Point and Greensboro's ABC systems; stated that the local ABC Board was a \$34 million industry; spoke to the location of stores, demographics and requirements for vendors to satisfy prior to being issued ABC permits.

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Motion to approve the draft minutes from the January 28, 2011 Audit Committee organizational meeting was adopted.

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Motion to approve the Audit Committee's Mission, Charter and By-Laws was adopted.

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Mayor Knight introduced the Fiscal Year 2010-11 Audit, Cherry Bekaert & Holland.

Ms. Tara Edwards representing Cherry, Bekaert & Holland, spoke to the item; stated she had conducted past audits but currently handled compliance; spoke to discussions of the planning phases/timeframe of the Fiscal Year 2010-11 Audit; and stated that Scott Anderson was the Audit Manager.

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Mayor Knight introduced the Internal Audit's Quarterly Report and FY 2011-12 Work Plan.

Len Lucas, Director of Internal Audit spoke to the items.

(A copy of the Quarterly Reviews by the Internal Audit Division; Internal Audit Work Plan Memo (Summary of 2009-2010); and Internal Audit Division Work Plan FY2011-2012; and Potential Fraud Hotline Memo and attachments; were provided and are hereby referred to and made a part of these minutes.)

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Mayor Knight introduced the Fraud Hotline item.

Len Lucas, Director of Internal Audit, spoke to the item; stated that the information was based on Durham's system to track fraud, waste and abuse.

Discussion focused on the usefulness of establishing the hotline; current alternative available for complaints; and that a decision would be made at the next Audit Committee meeting in July.

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Mayor Knight introduced the Financial Update item which included the Fund Balance Review, Nine-Month Revenue and Expenditure Update, and ABC Board Revenue Projections FY 2010-11.

Finance Director Rick Lusk reported on the Fund Balance Policy; stated the Fund Balance was at 9%, the Capital Reserve was at \$10 million and that the decrease of interest rates had drawn down available funds in the unappropriated fund balance of the Debt Service Fund; discussed fund balance policy and best practices; spoke to the available fund balance, combined general and debt service funds, and discussed the comparative chart on Municipal Governments in North Carolina General Fund Balance Available (for municipalities without electric systems) for Fiscal Years ending June 30, 2009 and 2010.

Deputy Finance Director Marlene Druga distributed the new fund balance format for the General Fund and discussed the new accounting requirements, draft fund balance classification and revenue spending policy, and the cemetery fee policy for services rendered. Additional discussion was held on the Audit Committee report featuring the General Fund July- March 2011, nine-month revenue and expenditure update dated April 28, 2011, Enterprise Funds operating within general revenue and expenditure projections, and the update on the accounting changes.

Councilmember Perkins inquired to how was it determined how much could be spent; he was referred to the unappropriated fund balance.

(A copy of the PowerPoint presentation: Fund Balance- LGC; New Fund Balance spreadsheets; Section 8-3, Lot and Grave Prices; and Draft Fund Balance Classification and Revenue Spending Policy; PowerPoint presentation: Greensboro Audit Committee, General Fund July-March 2011, Nine-Month Revenue and Expenditure Update dated April 28, 2011; and ABC Board Budget Estimate, FY 2010-11; are hereby referred to and made a part of these minutes.)

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Mayor Knight stated that this was the time to address other business of prospective agenda items and topics.

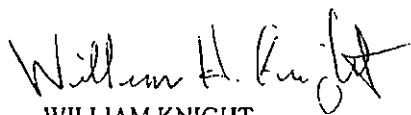
Discussion included a request for a set of guidelines to provide to the ABC Board for annual budget information, program of work and variances; that Council needed to concentrate on the ALE & ABC Commission relationship and its coordination; a request for basic information from the ABC Board's General Manager to provide to Council for oversight purposes; and it was requested that board and commission chairpersons be required to brief Council annually with summary reports of approximately fifteen minutes in length and provided for Q&A.

Mayor Knight indicated he would follow-up with Mr. Lusk to devise a template for Boards and Commissions.

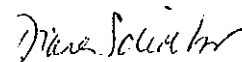
Councilmember Perkins expressed the desire to remove council representation on boards/commissions as they represented obstacles to communication between citizen and committee members; that the board/commission chairpersons would be empowered; and requested improved reporting practices.

Mayor Knight recognized Denise Bell, Finance Director, Winston-Salem, North Carolina.

The Audit Committee adjourned at 4:45 p.m.



WILLIAM KNIGHT  
MAYOR & CHAIRMAN



DIANA SCHREIBER  
DEPUTY CITY CLERK

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DRAFT

MINUTES OF THE AUDIT COMMITTEE  
OF THE  
CITY OF GREENSBORO

QUARTERLY MEETING

28 JULY 2011

The Audit Committee of the City of Greensboro met at 3:00 p.m. on the above date in the Legislative Conference Room of the Melvin Municipal Office Building, Second Floor, with the following members present: Mayor and Chairman William Knight, Councilmember Zack Matheny, Finance Director Rick Lusk, Director of Internal Audit Len Lucas, public member Art Winstead and City Manager Rashad Young. Absent: Councilmember Robbie Perkins. Also present were Deputy Finance Director Marlene Druga and Deputy City Clerk Diana Schreiber.

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Mayor Knight welcomed the committee members to the meeting and made a motion to approve the draft Audit Committee's minutes of April 28, 2011. The motion was seconded by Councilmember Matheny and adopted by voice vote of the Committee members.

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Mayor Knight made a motion to adopt the Audit Committee mission, charter and bylaws. The motion was seconded by Councilmember Matheny and adopted by voice vote of the Committee members.

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Mayor Knight introduced the Fiscal Year 2010-11 Audit Schedule.

Deputy Finance Director Marlene Druga spoke to the item; detailed the Fiscal Year 2011-12 Audit Schedule; stated that the auditors were in house examining the financial system's periodic closings, accrual postings and adjustments; the CAFR was scheduled for preparation between August 1 and September 30<sup>th</sup>; that staff was expected to deliver the completed draft of the Financial Statements to auditors by September 30<sup>th</sup>; stated auditors would be on-site until roughly mid-October and were expected to sign-off on statements and receive audit options by October 28<sup>th</sup>; auditors would submit an unbound copy of the CAFR to the Local Government Commission by October 31<sup>st</sup>; and the completed CAFR would be printed by December 1<sup>st</sup> and distributed the week of December 5<sup>th</sup>.

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Mayor Knight introduced the Internal Audit item consisting of Quarterly Reporting, Compliance reviews performed in Fiscal Year 2010-11 and the Fraud Hotline.

Len Lucas, Director Internal Audit Division, spoke to the item; reviewed the quarterly report of audited items; noted that assignments included the board/department/program monitored, completed/projected completion dates, scheduled or issue dates, and questions/comments of the review. The following categories were reviewed: 28 multi-family properties for compliance with loan agreements; reviewed items included shelter operations, community development, emergency assistance, and emergency shelter operation grants and Powell Bill fund programs; departmental audits/reviews focused on programs within various departments; the report included year-end, city-wide inventory of twenty-two sites and ARRA Stimulus Grants/Quarterly Reviews spanning 2010 thru 2011. Internal Audit conducted rotated audits of selected programs involving the following: Farmer's Market, Workforce Investment Act, EPA Brownfields' Clean-Up grants, International Civil Rights Museum grants, city petty cash reviews, surplus auction contract and various police, fire and transportation grants.

Mr. Lucas updated the Committee members regarding activities of the Internal Audit Department; stated that Internal Audit handled compliance reviews of city departments, outside agencies and organizations; reviewed the department's work plan and attached the 1<sup>st</sup> through 4<sup>th</sup> quarter Fiscal Year 2010-11 Audit Reports; explained

that the reports could be accessed and/or downloaded from the City's website at: [www.greensboro-nc.gov/departments/Executive/audit.htm](http://www.greensboro-nc.gov/departments/Executive/audit.htm); and presented the Internal Audit Division Fiscal Year 2011-12 Work Plan consisting of mission, organizational goals, high level indicators, department objectives, strategies and performance measures.

It was the consensus of the Committee members that the Fraud Hotline was not necessary at this time due to established procedures in place to attend to complaints.

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Mayor Knight introduced the Financial Reports of the ABC Board's Fiscal Year 2011-12 Budget.

Mayor Knight stated that the ABC Board had provided its budget for Fiscal Year 2011-12 which consisting of estimated revenues, appropriations, cost of sales, operating expenses, capital outlay, debt service/lease, total estimated expenses, distributions and total expense, distributions and reserve. In correspondence received from Fred McCormick, General Manager, it was stated that the budget was in the format required by the NC ABC Commission and that the budget ordinance had passed at the May 23, 2011 ABC Board meeting.

Mayor Knight stated that the ABC budget item could be placed on the Council's consent agenda at a future date.

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Mayor Knight noted that the next meeting of the Audit Committee was scheduled for Thursday, October 27 at 3 p.m. in the Legislative Conference Room, 2<sup>nd</sup> Floor of the MMOB.

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Mayor Knight stated there were no public speakers.

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Mayor Knight made a motion to adjourn. The motion was seconded by Councilmember Matheny and adopted by voice vote of the Committee members.

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The Audit Committee adjourned at 3:45 p.m.

  
WILLIAM KNIGHT  
MAYOR & CHAIRMAN

  
DIANA SCHREIBER  
DEPUTY CITY CLERK

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DRAFT

MINUTES OF THE AUDIT COMMITTEE  
OF THE  
CITY OF GREENSBORO

QUARTERLY MEETING

27 OCTOBER 2011

The Audit Committee of the City of Greensboro met at 3:00 p.m. on the above date in the Legislative Conference Room of the Melvin Municipal Office Building, Second Floor, with the following members present: Mayor and Chairman William H. Knight, Finance Director Rick Lusk, Director of Internal Audit Len Lucas, public member Art Winstead. Absent: Councilmembers Zack Matheny and Robbie Perkins; and City Manager Rashad Young. Also present were Deputy Finance Director Marlene Druga, Assistant to the Finance Director Jerome Fletcher, ABC Board Chairman Skip Warren; ABC Board Attorney Mike Fox, ABC Board General Manager Fred McCormick, Audit Manager of Cherry, Bekaert & Holland, LLP, Scott Anderson and City Clerk Elizabeth H. Richardson.

Mayor Knight welcomed the committee members and visitors to the meeting and presented the North Carolina Metropolitan Mayors Audit Committee report of October 19, 2011 to the members.

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Mayor Knight reported that this was the first full year for the committee; that the role of the committee was an important one; the committee served as a go between for the City Council and important matters such as the ABC Board activities; that he would present an annual report in accordance with the Audit Committee Charter to Council; proposed that the committee continue to meet on a quarterly basis; continue to receive annual updates from the ABC Board; and that he would like to have the committee continue its effort.

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Mayor Knight stated that due to the lack of a quorum, the committee would approve the minutes of the July 28, 2011 at its next meeting.

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Mayor Knight recognized Chairman of the ABC Board Skip Warren to present an update on the ABC Board.

Mr. Warren informed the committee that since a new manager had been in place the ABC Board had good communication and transparency with Finance Director Rick Lusk; that this marked the 60<sup>th</sup> anniversary that the citizens voted to have ABC stores; that the number of stores had increased over the years due to increased annexations; stated that the stores were state of the art in physical features and in accordance with the rules; that the addition of new products had made the stores competitive with nearby ABC systems which brought more profits to the City; and that this quarter the Board would take fifty percent of the Capital Reserve Fund to contribute to the City's profits.

ABC Board Attorney Mike Fox stated that the ABC Commission authorized the local boards to maintain their Capital Reserve Fund up to a certain amount; that it was the Board's discretion as to the use of the funds; and that the Board decided to keep less in order to give more to the City.

ABC Board General Manager Fred McCormick spoke to the Board being one of 165 in the state, stated that it was the third largest board in the State; that three other ABC boards were in existence in Guilford County, with locations in High Point, Gibsonville, and Oakridge; and that there were 14 retail stores throughout the City plus one in Summerfield which the Board had an agreement to operate. Mr. McCormick provided a map with the location of all of the retail stores; reported that the Summerfield store had been relocated one half mile; sales were almost \$34

million for fiscal year ending June 30, 2011, of that, \$2,440,000 was given to the City; \$235,000 was provided to other local governments that sold alcohol as well as Whitsett, Stokesdale and Sedalia which did not sell alcohol; and explained the disbursements of the proceeds. Mr. McCormick outlined that the State received \$8,044,000 from the Board; that the Board currently had less than \$3 million of the allowed \$11 million in working capital; and that the City would be guaranteed at least \$200,000 more in the coming year. Mr. McCormick continued that sales had increased in the past year; explained the cost of the sale and amount of profit; that a quarterly check in the amount of \$663,000 was mailed to the City; that the Board met monthly and copies of minutes and law enforcement reports were forwarded to the City Clerk; and that copies of the bi-annual audit were forwarded to the Mayor and Finance Director.

With regard to the board employment Mr. McCormick explained that there were currently 60 full time employees, 25 part time most of which worked in the stores; and that the full time employees were members of the State Retirement System. In response to questions, Mr. McCormick clarified that the employees contributed 6% to the retirement system while the Board contributed 6.7% which had increased from 4.3%; that the sales included a 30% excise tax built into the cost of the liquor; and that the bars and restaurants paid extra when they purchased bottled liquor.

Mayor Knight inquired about the insurance coverage for employees. Mr. McCormick responded that full time employees were covered under Blue Cross/Blue Shield; that each Board was responsible for acquiring their insurance coverage; and that self insurance would not be beneficial due to the number of employees.

Mr. Lusk clarified that the City currently received 91.5 % of the distribution.

Attorney Mike Fox added that the legal status of the Board was an interesting question as it was not part of the local government; encouraged Mayor Knight to speak to liaison Councilmember Rakestraw regarding a report to Council; and that the audit would reveal some employment issues but nothing operational at this time.

Mayor Knight clarified that the Audit Committee was not an oversight body, but was an outlet for communication between the Board and the City.

Mr. McCormick explained that 5% must be spent for law enforcement activities; stated that the Board had hired two additional officers and discontinued its contract with the City for regular officers but continued to have a contract for off duty officers; had more arrests; worked downtown with the local college police forces; offered a free course to restaurant and bar employees; that off duty officers were contracted through the Police Department; and that Chief Miller had been good to work with. Chairman Warren interjected that the new board members had attended an ethics course similar to the one Councilmembers were required to attend.

Discussion took place regarding Lankford Security manning the Summerfield store; that the Board inspected the store's loan mixed beverage accounts; were looking for alternative sites for a new warehouse relocation because the present location was originally industrial but was now residential; and that the delivery trucks had difficulty navigating the narrow street for deliveries.

Messrs. Warren, McCormick and Fox left the meeting at 3:35 p.m.

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Finance Director Rick Lusk invited and introduced the Finance Department staff; stated the Department had received a Certificate of Achievement Award annually based on the commitment of the team; continued that they had worked hard; and that he appreciate their dedication. Mayor Knight introduced Certified Public Accountant, Art Winstead to the staff; stated that the Committee understood staff's commitment and excellence; and congratulated the team.

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Mr. Lusk introduced Audit Manager Scott Anderson of Cherry, Bekaert & Holland, LLP Scott Anderson.

Mayor Knight reiterated this was the Audit Committee's first year; and that it was his understanding that one of the requirements was to meet with the committee during the planning and concluding stages.

Mr. Anderson informed the committee that the firm was not formally done with the Fiscal Year 10-11 audit; that the Local Government Commission's deadline was October 31<sup>st</sup>, that they were waiting on one pending item which was out of the City's control in terms of an arrangement that it had with Wachovia regarding the safety of its investment. Mr. Lusk interjected that several cities fell under this arrangement; that the safety of keeping securities was the question; that discussions were ongoing; and a resolution to the issue was expected fairly soon. Messrs. Lusk and Anderson continued that an extension to November 30<sup>th</sup> had come from the LGC; that the fourth quarter report was provided to Mr. Winstead; the City was in compliance with LGC requirements; that this delay would show either nothing or nonmaterial compliance on the financial reporting by the auditors; and that Holland Bekaert would not issue a management letter at this time.

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Mayor Knight called on Director of Internal Audit Len Lucas for the department's quarterly report.

Mr. Lucas presented the report which was provided in the packet; outlined the reports contents; outlined departmental reviews and grants; purchase of equipment; reimbursement by grants; and various grants that the organization took advantage of to help departments obtain more resources.

Discussion took place regarding no significant findings for the quarter; difference in the definition of cash flow to different entities; that cash flow loans were no longer provided; difference in the makeup of older loans that were monitored by Planning and Community Development; that there were no non-compliant entities; difference of year end dates between CPA firms; number of Internal Audit employees; and the privatization of Bryan Park which was funded by the Bryan Foundation.

Mayor Knight expressed that a valuable function of the Audit Committee was to receive Internal Audit's quarterly report; asked that a copy of the Audit Committee minutes be included in the report to Council; and that the City's receipts and disbursements be posted on the City's website.

Mr. Lucas confirmed that the Internal Audit reports were available on the City website.

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Mayor Knight stated that the next quarterly meeting would be held in January; that the committee would hear from Cherry Bekaert & Holland, LLC; that he would like to look at the City of Roanoke's Audit Committee; strive to have an agenda that was meaningful; an orientation for new Councilmembers to outline what the Audit Committee's duties were; and that he hoped the committee would continue in the future.

The Audit Committee adjourned at 4:05 p.m.

  
WILLIAM H. KNIGHT  
MAYOR & CHAIRMAN

ELIZABETH H. RICHARDSON  
CITY CLERK





## CITY OF GREENSBORO GRANT APPLICATIONS

<u>Grantor</u>	<u>Grants/Projects/Description of Purpose</u>	<u>Amount Requested</u>	<u>Department Requesting Funding</u>	<u>Council Notification Date</u>	<u>Status</u>
US Environmental Protection Agency Sustainable Communities Building Blocks	Technical Assistance to assist with development of master plan for Cottage Grove-South English Street Sustainable Community Initiative	0 (Technical Assistance)	Planning and Community Development Department	December 2, 2011	Approved by Department on November 11, 2011
Dept. of Juvenile Justice and Delinquency Prevention (DJJDP)	NC DJJDP 2nd Chance Program provides gang intervention and prevention services through outreach, mentoring, counseling, and supportive services provided by community partners, One Step Further and Youth Focus.	\$150,000.00	Parks and Recreation Department	September 16, 2011	Approved by CMO on September 16, 2011
Department of Homeland Security	FY 2011 Homeland Security Grant for NC Bomb Team Association will be utilized for chemical, biological, radiological, nuclear and explosive weapons incident equipment. This equipment maintains the current standard of interoperability among bomb squads on a state wide basis and will enhance regional response capabilities.	\$6,946	Police Department	September 9, 2011	Approved by Department on September 7, 2011
2011 National Association of Drug Diversion Investigators (NADDI)	2011 National Association of Drug Diversion Investigators (NADDI) Grant	\$800	Police Department	August 12, 2011	Approved by Department Director August 11, 2011
Shane's Inspiration & Landscape	2011 Together We Play Grant: provides playground design and equipment for accessibility for disable children	\$150,000	Parks and Recreation Department	July 29, 2011	Approved by CMO on July 27, 2011
Weaver Foundation	2011 Junior Board Grants Program: Youth First Teen Summit educates middle school youth on social and health issues	\$750	Parks and Recreation Department	July 22, 2011	Submitted
NC 911 Board	2011 NC 911 Board Grant	\$3,500,000	Guilford Metro 911	June 24, 2011	Approved by CMO on June 20, 2011
Department of Justice	2011 Department of Justice Paul Coverdell Forensic Science Improvement Grant Program	\$175,000	Greensboro Police Department	June 17, 2011	Approved by CMO on June 16, 2011
US Department of Justice office of Community Oriented Policing Services (COPS)	Greensboro Child Response. This grant provides the training component for the Governors Crime Commission Child Response Initiative Grant.	\$206,781	Greensboro Police Department	May 20, 2011	Approved by CMO on May 19, 2011



## CITY OF GREENSBORO GRANT APPLICATIONS

<u>Grantor</u>	<u>Grants/Projects/Description of Purpose</u>	<u>Amount Requested</u>	<u>Department Requesting Funding</u>	<u>Council Notification Date</u>	<u>Status</u>
Edward Byrne Memorial JAG	Policing initiative electronic monitoring program.	\$300,000	Greensboro Police Department	May 20, 2011	Approved by CMO on May 19, 2011
NC Governors Highway Safety Program	Update and/or add equipment to be utilized at Checkpoint events and crash scenes. Increases safety of officers and the public.	\$17,000	Police Department	May 13, 2011	Approved by Dept. on May 6, 2011
National Institute of Justice	2011 Forensic Science Training If funded, the grant will allow forensic personnel to attend diverse forensic science training, both regionally and nationally. The department will also host training opportunities benefiting our department and surrounding agencies, as required in the grant solicitation.	\$376,907	Police Department	April 22, 2011	Approved by CMO on April 21, 2011
North Carolina Department of Cultural Resources	Federal Historic Preservation Fund (Dept. of Interior, National Park Service) City wide architectural survey update supports Sunset Hills National Register Project	\$18,000	Planning and Community Development Department	March 25, 2011	Approved by Dept. on March 22, 2011
National Institute of Justice	Funding to assist with solving cold cases with DNA	\$65,812	Police Department	March 11, 2011	Approved by Dept on Feb. 11, 2011
Office of Juvenile Justice and Delinquency Prevention	Comprehensive Anti-Gang Strategies and Programs (Hope Project)	\$750,000	Parks and Recreation Department	March 11, 2011	Cancelled by Funder
North Carolina Housing Finance Agency	Single Family Rehab Program	\$200,000	Planning and Community Development Department	March 11, 2011	Approved by CMO on April 29, 2011